ACALANES UNION HIGH SCHOOL DISTRICT
1212 Pleasant Hill Road, Lafayette, CA 94549

BOARD AGENDA BACKUP

Board Meeting Date:	May 17, 2006
Item:	Minutes **Staff Report** ☐ **Discussion** ☐ **Action** ☒
Overview:	Summaries and record of motions and actions of the Governing Board meeting of April 19 and April 29, 2006.
Recommendation:	Staff recommends approval of Governing Board meeting summaries.
Amount:	N/A
Funding Source(s):	N/A
Budgeted:	**Yes:** ☐ **No:** ☐
Prepared by:	Jill Ramsay Administrative Assistant to the Superintendent
Reviewed by Signature:	Jim Negri Superintendent
Superintendent's Signature:	Jim Negri Superintendent

Exhibit: VIII-A
Meeting Date: 05/17/06
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MINUTES OF REGULAR MEETING
GOVERNING BOARD
ACALANES UNION HIGH SCHOOL DISTRICT

April 19, 2006

CALL TO ORDER:	Judy Carney, Kathy Coppersmith, Margot Tobias, Richard Whitmore, and Albert Kim, Student Board Member
Absent:	Vanessa Crews
Staff:	Jim Negri, Chris Learned, and John Stockton
Presiding:	Richard Whitmore, Clerk
CALL TO ORDER:	The Governing Board Meeting of the Acalanes Union High School District was called to order at 5:30 p.m. in the Board Room of the District Office.
CLOSED SESSION:	Mr. Whitmore advised that the Board will be conferring with Agency Labor Negotiator, Jim Negri and reviewing public employee performance evaluation/discipline.

PUBLIC COMMENTS ON CLOSED SESSION ITEMS:
There were no public comments.

CLOSED SESSION: The Board recessed to Closed Session at 5:32 p.m.

PUBLIC REPORT ON ACTIONS:

The Board returned to Open Session at 6:11 p.m. Mr. Whitmore reported out from the Closed Session that the Governing Board conferred with Agency Labor Negotiator, Jim Negri. There was no action taken. The Governing Board considered an employee discipline matter and voted to discipline a classified employee.

Strategic Plan

Mr. Negri reviewed the process to-date and the outline for the study session. He noted that a strategic plan should set the direction for the district. He explained that strategic goals should identify specific results the district would like to achieve over the next five years.

Jan Carlson, Mark Uhrenholt, Elena Dillard, Gwen Reinke, and Mike Gilson, members of the Strategic Planning Core Team presented the objectives and goals that the team developed and asked the Board for input and comments on each objective and goal.

Mr. Negri thanked the presenters and noted that the Board member comments and suggestions will be incorporated into the plan. He stated that the action plans will be complete by November and implementation will begin in December.

The Board members thanked the committee for their hours and work and the committee members who made the presentation at tonight's meeting.

Recess	Mr. Whitmore recessed the meeting at 7:25 p.m.
Reconvene	Mr. Whitmore reconvened the meeting at 7:37 p.m.

OPENING PROCEDURES:

Mr. Whitmore led the Pledge of Allegiance and asked for changes to the agenda.

Mr. Negri stated that staff would like to request that Item VIII-H Job Description be removed from the agenda. He also requested that Item XI SEIU Local 790's Initial Proposal for Bargaining and Item XIII-G Resolution No. 05-06-25 be postponed until the meeting of May 3.

M/S: Coppersmith/Tobias (4-0, Crews absent)
That the agenda be approved and items VIII-H, XI, and XIII-G be removed from the agenda. Motion carried.

Commendations

Mr. Whitmore provided a history of the United States Presidential Scholars Program. He explained that a select group of students are invited to be candidates to receive the award. Mr. Whitmore opined that to have three candidates is a testament to the district.

Ms. Wright, Miramonte principal, was pleased to introduce Alex Landau as a candidate for the program. She noted that Mr. Landau has been accepted at Stanford and MIT for fall 2006 semester. She also acknowledged Alex Spicer, who was not present, was also selected as a candidate for the program. Ms. Wright stated that Mr. Spicer has also been accepted to MIT in the fall.

Mrs. Kitchens, Campolindo principal, introduced Campolindo senior Alexander Young, who was also selected as a candidate for the United States Presidential Scholars Program. She noted that Mr. Young will be attending UC Berkeley in the fall.

PUBLIC COMMENTS: There were no public comments.

CONSENT CALENDAR: M/S: Coppersmith/Carney (4-0; Crews absent)

Minutes	Approve minutes of Governing Board meetings of March 1 and 15
Warrants	Approve vendor warrants included in warrant registers dated March 7, March 14, and March 21, 2006.
Personnel Reports	Approve Certificated and Classified Personnel Report No. 05-06-19
Committee on Grading	Approve Committee on Grading documents for science
Donations	Accept donations to Campolindo and Miramonte High Schools from: ▫ Meg Crosby ▫ Donald and Maureen Fried ▫ Campolindo Sports Boosters
Textbook Adoptions	Approve textbooks for Biology and Foreign Language: ▫ Hanbuck Zur deutschen Grammatik for German Honors IV and AP V ▫ Conexiones: for Spanish IV Honors and AP V ▫ Tressors du temps for French IV Honors and French AP V
Williams Quarterly Update	Approve quarterly report relating to the Williams settlement
Transition Calendar	Approve 2006-2007 calendar for the Transition Program

Final Change Order No. One	Approve Final Change Order No. One with Deco Tech Systems, Net Versant and Hewlett-Packard Company for the Measure B project for security systems at Acalanes, Campolindo, Las Lomas and Miramonte high schools.
Change Order No. One	Approve Change Order No. One with Bay Cities Paving and Grading for the Measure B project for the Acalanes High School baseball and softball renovation project. That Consent Calendar items be approved. Motion carried.

COMMUNICATIONS:

Student Board Reports	Albert Kim, Student Board member reported that he created a Blackboard site for leadership students to network and share ideas.
Acalanes High School	Tim Flaherty, student representative, absent. No report was given.
Las Lomas High School	Jessica Manteghi, student representative, reported that the school presented the Every 15 Minutes program. Exchange students from France viewed the program as guests of the school, Jr. Prom was held off campus and was very successful, and ASB elections have concluded. Mr. Negri recognized Miss Manteghi for her award for helping with Katrina Relief.
Miramonte High School	Ali Gabrielli, student representative, reported on the following activities: leadership organized a rally to celebrate the conclusion of winter sports; Sadie Hawkins dance was a success; every performance of the musical was sold out; Diversity Week was very successful and every day was well planned; the annual Rotary Career Day generated a lot of student interest; seniors are enjoying STAR testing this week; Jr. Prom is scheduled for Saturday and it should be a really big hit; and ASB and class elections are over.
Campolindo High School	Peter Volberding, student representative, reported on the following events: the International Food Bazaar fundraiser success; in an effort to be environmentally conscience, the school is collecting old cell phones for refurbishing; Jr. Prom is scheduled for next Saturday; Senior Ball is planned for next month; and ASB elections and class elections will be held in the near future. He also thanked the Governing Board on behalf of the senior class for administering STAR testing.
SEIU, Local 790 Representative	Mr. Whitmore related that he helped plan the LASF Talent Show event held at Acalanes High School and he commended Mrs. Giannotti for her help on the event. Mrs. Linda Giannotti, SEIU, Local 790 representative, commended the work by student testing clerks. She opined that Acalanes High School testing clerk, Nickole Laird is very detailed oriented and is doing a great job. Mrs. Giannotti explained the rationale for requesting the SEIU's sunshine proposal be postponed and stated that it be returned on May 3.
AEA Representative	Ms. Lori Tewksbury, AEA representative, reported that elections coming up, the Calendar Committee is continuing its work, the Evaluation Committee met, and AEA members met with district staff to incorporate BTSA and PAR. Ms. Tewksbury related that she is pleased that staff is researching alternative funding possibilities for Del Valle renovations. She also reported that resource teachers are developing a Credit/No Credit course of study. Ms. Tewksbury expressed a concern regarding the Strategic Plan's use of classroom space for seven periods. She opined that such extended use is in conflict with employee workspace and a place to meet with students.

SUPERINTENDENT UPDATE:

Mr. Negri reported that he attended the LASF Talent show and it was a great event. He related that it was good to see elementary teachers participate in the talent show. He attended Las Lomas High recognition awards and noted that a custodian and the gardener received awards. Mr. Negri reported that negotiations will begin soon; the master schedule guideline process is being finalized; STAR testing is going smoothly; he spent time at MHS to be available for staff input for principal position; and the Evaluation Committee met for the last time today. He also reported that he attended the EFO Music for the Arts event and noted that Student Board Member Albert Kim had solo performance. Mr. Negri explained that in preparation for the June 21 Governing Board meeting staff met with architect to master plan the Del Valle campus and a meeting is schedule with a financial consultant.

Public Hearing

Mr. Negri stated the Acalanes Union High School District developed its initial proposal for bargaining with the Acalanes Education Association for the 2006-2009 school years.

Mr. Whitmore stated that this item will be open as a public hearing to receive comments on the district's proposal.

Mr. Whitmore opened the hearing at 8:08 to receive comments.

There were no public comments.

Mr. Whitmore closed the public hearing at 8:09.

REPORTS, DISCUSSION, AND ACTION ITEMS:

Acalanes Union High School District Proposal to Bargain with AEA

Mr. Negri reviewed the following items that the district proposed to bargain with AEA:

General

- The interests of the District in the collective bargaining process are to:
  - the use of the Interest Based Bargaining (IBB) model in order to facilitate an open and collaborative process;
  - incorporate all side letters and Memorandums of Understanding into the appropriate articles in order to have all agreements in one document;
  - clean up language in order to bring consistency to the collective bargaining agreement; and
  - continue the use of joint communiqués in order to keep all stakeholders informed regarding the progress of collective bargaining.

Article 3 – Salaries

- Article 3, which includes Schedule A (salaries) and Schedule B (stipends), is an automatic re-opener.
- The interests of the District in Article 3 are to:
  - use a total compensation approach that provides AEA members with a fair-share compensation of new unrestricted, State funding in order to maintain a balanced budget;
  - establish a cutoff date for submitting documentation for movement on the salary schedule to provide timely information for budget planning; and
  - review the salary schedule adopted for the 2005-2006 school year to determine the impact the current and future budgets.

Article 5 – Teaching Hours

- The interests of the District in Article 5 are to:
  - explore the use of preparation periods to support student learning;
  - define the professional workday for classroom and non-classroom unit members to best meet the needs of all students and their parents; and
  - identify the non-instructional/non-classroom events in which unit members are required to participate in order to provide students with a safe and productive learning environment.

Article 6 – School Year Calendar

- The interests of the District in Article 6 are to:
  - establish a process that provides the District greater flexibility in adopting the academic calendar;
  - revise the timeline for adopting the academic calendar;
  - eliminate the use of personal business leave on the day preceding or following a holiday or vacation period;
  - clarify the use the three (3) new teacher orientation days; and
  - move any language regarding leaves and extra assignments to the appropriate articles.

Article 7 – Leaves

- The interests of the District in Article 7 are to:
  - clarify the procedures for catastrophic leave bank in order to provide support for unit members;
  - establish a timeline for requesting, granting and returning from leaves in order to facilitate the assigning and hiring of unit members and to minimize the number of temporary employees;
  - clarify the use of personal business leave in order to maintain a productive learning environment for students; and
  - clarify placement on the salary schedule subsequent to a leave or resignation in order to align language with the current structure of the salary schedule.

Article 8 – Class Size

- The interests of the District in Article 8 are to:
  - increase the number of student contacts in order to offer students greater access to the curriculum in a seven-period day by providing greater flexibility in scheduling;
  - align the maximum class-size in the Morgan-Hart Class Size Reduction Program with the language in the Education Code in order to provide greater flexibility in developing the master schedule to meet student needs; and
  - establish a process that counts a special education student on "watch and consult" as less than a full student contact in order to provide greater flexibility in scheduling special education services.

Article 9 – Department Chairpersons and Program Coordinators

- The interests of the District in Article 9 are to:
  - clarify the criteria, process and timeline for the selection of department chairs; and
  - define the evaluation process for department chairs.

Article 10 – Transfers

- The interest of the District in Article 10 is to:
  - establish a process and timeline for voluntary transfers that provides the District with the greatest flexibility in posting and filling vacant positions.

Article 11 – Evaluation

- Article 11 was negotiated in the 2005-2006 academic year and an MOU was signed to evaluate the implementation of the new evaluation process and make mutually agreeable revisions.

Article 12 – Employee Benefits

- Article 12 is an automatic re-opener.
- The interests of the District in Article 12 are to:
  - use a total compensation approach to salary and benefits that controls the total cost of benefits while providing unit members with medical coverage;
  - clarify retiree medical benefits plan; and
  - review and incorporate the work of the Benefits Committee.

Article 13 – Grievance Procedure

- The interest of the District in Article 13 is to expand the informal procedures in order resolve issues without filing a grievance.

Article 18 – Term

- The interest of the District in Article 18 is to negotiate a three-year, closed agreement.

M/S: Tobias/Carney (4-0, Crews absent)
That the Acalanes Union High School District Initial Proposal for Bargaining with the Acalanes Education Association for the 2006-2009 school years be approved.
Motion carried.

Mr. Whitmore thanked staff and AEA for adhering to Interest Based Bargaining process.

Committee on Grading - English

Mr. Stockton noted that this is the last curricular area to be presented this school year. He stated that this is not the end of the process. Mr. Stockton introduced Mr. Paul Mack and Mr. Erik Honda who reviewed the rubric and process. Mr. Honda thanked Mr. Stockton for a job well done to shepard the process.

Mr. Stockton noted that as a follow up the English teachers will continue to work collaboratively on how composition competency should be measured at each grade level.

Mrs. Coppersmith asked if summer work was addressed by the committee. Mr. Stockton responded that the group discussed summer reading without composition or assessment and there was an opposite thought that summer reading was not necessary because the books would be read during the school year. Mr. Stockton continued to state that after discussion, the group came to the consensus that summer reading should allow students an opportunity to read over the summer and not have it focus on extra work, but more as a preparation or suggestion in the light of being prepared to engage students' minds.

Mrs. Carney asked if technical summer reading is suggested. Mr. Stockton responded that some schools have more varied reading opportunities.

Mr. Whitmore commented that he appreciated that teachers have presented their discipline rubrics' throughout the year.

The Board briefly commented that the district should expand technical reading and writing opportunities.

Counseling Plan	Mrs. Gilbert presented the counseling plan. She stated that the work has been a collaborative effort of all the district counselors. She reviewed the changes from the draft to the product presented. The Board and staff discussed parent education relating to course selection. Mrs. Coppersmith noted that there must be a communication plan in place to ensure that parents can sign-off or are aware of their student's course selection. Staff assured Mrs. Coppersmith that parents are signing-off on their student's courses. The Board expressed a communication concern relating to the families who are not as well versed or experienced to guide and support their students on the path to college; such as the families who are not English speaking.
Resolution No. 05-06-22	Mr. Acojido explained the need for the resolution to eliminate the number of hours was a funding issue. He stated that staff is recommending to eliminate one hour from the transitional employee hours, instead of eliminating a position. Historically, the district would have eliminated one position. Ayes: Carney, Coppersmith, Tobias, Whitmore Noes: None Absent: Crews That Resolution No. 05-06-22 to Eliminate the Number of Classified Employees for the 2006-2007 School Year. Motion carried. The Board strongly encouraged staff to work to reinstate the hour to the employee's workday.
Resolution No. 05-06-23	Mr. Alan Smith addressed the Board in support of Proposition 81 Library bond and provided a history of library bonds in the area. Mr. Negri explained that the Governing Board has passed resolutions supporting the efforts of local agencies to build new libraries and related that staff supports the adoption of the resolution. Ayes: Carney, Coppersmith, Tobias, Whitmore, and Student Member Kim Noes: None Absent: Crews That Resolution No. 05-06-23 to support the 2006 California State Library Bond be adopted. Motion carried.
Resolution No. 05-06-24	Mr. Negri explained the purpose of issuing Tax and Revenue Anticipation Notes (TRAN) is to ensure a positive cash position between the months of September and November until the property tax apportionment is credited to the district. Ayes: Carney, Coppersmith, Tobias, Whitmore Noes: None Absent: Crews That Resolution No. 05-06-24 requesting the Governing Board to Issue Tax and Revenue Anticipation Notes (TRAN) be adopted. Motion carried.
BP 1312.3 and AR 1312.3 Uniform Complaint procedures	Mr. Acojido reviewed the changes required by law to the board policy and noted the changes are clean-up language. He related that the policy has been reviewed for legal compliance at the state level. Mr. Acojido stated that the AR is presented for information and review. M/S: Tobias / Coppersmith (4-0; Crews, absent) That changes to Board Policy 1312.3 Uniform Complaint Procedures be approved. Motion carried.

LEGISLATIVE ACTION:

1. PTA Advocacy Day April 26
2. Mr. Negri stated that he sent letters to the members of the Senate Education Committee opposing SB 1114.
3. CSBA leg conference first week in May
4. SB 1140 student poll member bill is moving forward.

CALENDAR OF EVENTS AND BOARD MEMBER COMMENTS:

Mrs. Carney reported that she attended the Diversity Committee meeting and found it to be very interesting. She noted that the committee has grown and matured over the years. She also reported that she attended the Incoming 9th Grade Parent meeting at Campolindo.

Mr. Negri proposed having study session on student discipline.

Mrs. Coppersmith asked that a follow up to sports coaching and behavior be reviewed.

Mrs. Tobias related that she will not be able to attend the May 24 Coordinating Committee.

ADJOURNMENT: The meeting was adjourned at 9:26 p.m.

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Vanessa Crews, Board President

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J. Richard Whitmore, Clerk to the Board

Pursuant to Board Policy 9324(a), a tape of this meeting is considered a part of these minutes. If more details of the meeting are needed, you may schedule a time with the Superintendent's Office to listen to the tape. Copies of all resolutions adopted by the Board are on file in the Office of the Superintendent, Ex Officio Secretary of the Acalanes Union High School Board of Trustees. These unadopted minutes are summaries and excerpts from the meeting of April 19, 2006, and are subject to amendment and/or correction prior to the approval by the Acalanes Union High School Board of Trustees.

MINUTES OF SPECIAL MEETING
GOVERNING BOARD
ACALANES UNION HIGH SCHOOL DISTRICT

April 29, 2006

CALL TO ORDER:	Judy Carney, Kathy Coppersmith, Vanessa Crews
Absent:	Margot Tobias and Richard Whitmore
Staff:	Jim Negri, Chris Learned, and Dave Humphrey
Presiding:	Vanessa Crews, President
CALL TO ORDER:	Board members, staff, members of the Bond Oversight Committee, and former Acalanes Union High School District Board members met in the Boardroom of the Acalanes Union High School District office at 8:15 a.m. President Crews called the special meeting of the Acalanes Union High School District Governing Board to order and asked for approval of the agenda. M/S: Carney/Coppersmith (3-0; Tobias and Whitmore, absent) That the agenda be approved as submitted. Motion carried.
TOUR OF SITES:	Mr. Learned and Mr. Humphrey started the tour of the District sites, viewing all construction projects completed and in-progress. The tour encompassed a review of Measure B projects at Acalanes, Campolindo, Las Lomas, and Miramonte high schools.
ADJOURNMENT:	The meeting was adjourned at 12:35 p.m.

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Vanessa Crews, Board President

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J. Richard Whitmore, Clerk